

Macomb Community Action Advisory Board (MCAAB) Meeting
Tuesday, June 13, 2006
Minutes

The Macomb Community Action Advisory Board met on Tuesday, June 13, 2006 at the Macomb Intermediate School District, Michigan Room, 44001 Garfield, Clinton Township, MI 48038.

MEMBERS PRESENT:

Norman Bordo
Nellie Martin
Lori Almasy
Edward Dixon
John Bierbusse
Commissioner Flynn
Commissioner Brandenburg
Linda Girolamo
Commissioner Kennard
Eudora McKinney
Commissioner Slinde
Hazel Rivers
Mary George
Debi Schroeder
Dorothy Upshaw
Denise Amenta

MEMBERS NOT PRESENT:

Clara Ryan
Ronald Chriss
Pastor Mack

STAFF PRESENT:

Frank Taylor
Mary Solomon
Madeleine Olszak
Holly Ehrke
Dr. Patricia Barnard
Joseph Cooke
Katherine Benford

I. Call to Order/Pledge of Allegiance

The meeting was called to order by Chairman Bordo at 11:55 a.m.

All members were asked to rise and recite the Pledge of Allegiance. A moment of silence followed the Pledge of Allegiance.

II. Determination of a Quorum

It was determined that a quorum was established with 15 members present.

III. Approval of the Agenda

Chair Bordo requested the agenda be changed to reflect the discussion on Upcoming Election of Officers Process be placed under the Chairperson's report.

Commissioner Slinde made a motion to approve the Agenda with the discussion on Upcoming Election of Officers Process to be reported under the Chairperson's report. Supported by Commissioner Flynn. Motion carried.

IV. Approval of March 14, 2006 Minutes

Lori Almasy made a motion to approve the March 14, 2006 minutes. Supported by Dorothy Upshaw. Motion carried.

V. Public Comment

Chair Bordo stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair Bordo proceeded with the meeting.

VI. Community Presentation

Ms. Girolamo presented information on the trends for Public Assistance caseload numbers; removal of barriers to work; consulting with families who have problems working due to disabled children and spouses; clients over 60 taking care of grandchildren.

The ~~Medicare~~ Medicaid program now assesses client's assets on hand. This is based on the number living in the home with total assets of \$3,000.

Ms. Girolamo compared the changes from 2003 to 2006:

Trend	January 2003 (Cases)	2006 (Cases)	Percentage of change`
Family Independence Program	1,997	2,474	Increase of 25%
Medicare Growth Rate	39,030	48,267	Increase of 24%
Food Assistance	15,446	25,105	Increase of 63%
State Medical for Adults with no children	2,900	3,242	Increase of 11%
Child Day Care	62,000	82,530	Increase of 33%
Adult Services	2,500	3,140	Increase of 25.6%

Discussion followed the presentation.

VII. Chairperson's Report

Chair Bordo reported that the Board has come a long way since he started as a member of the Board. The new Board committees are working out and are more involved in the MCAAB Board process.

Chair Bordo suggested that Board members attend more MCCSA functions to see what the Agency does. (Examples – visit a Head Start classroom, a Nutrition site, Gleaners, Food Program Board meeting, etc) This will give a Board member a better perspective on the Agency's activities.

Chair Bordo reported he visited the new food pantry on 9 Mile Road between Mound and Ryan. He also visited a Homeless Center in Roseville.

Edward Dixon made a motion to have shorter committee reports. Supported by John Bierbusse. Motion failed.

Discussion on upcoming Election of Officers process:

Chair Bordo introduced Debi Schroeder and Lori Almasy who are in charge of the Nominating Committee. Ms. Schroeder distributed the 2006 Nomination Ballot form and her business card. She stated the ballot form has a description of Officer responsibilities.

Ms. Schroeder asked members to complete the Nomination Ballot today, fax the form to her at (586) 263-2614, or email it to her at schroede@trinity-health.org.

Discussion and questions followed.

VIII. Committee Reports

Executive Committee Report

1. Recommendation to Approve the Weatherization Assistance Program PY06-07 Local Service Plan
2. Recommendation to Approve the Low Income Home Energy Assistance Program (LIHEAP) PY06-07 Grant Application
3. Recommendation to Approve Commercial Drivers License (CDL) Drug Testing Program
4. Recommendation to Approve Leveraging Heat and Warmth Funds
5. Recommendation to Approve the PY06-07 Head Start Continuation Grant
6. Recommendation to Approve the North Action Center Relocation Plan

Commissioner Brandenburg requested a clarification of the cost per square foot for the North Action Center at the new location.

Mr. Taylor stated he has calculated the cost to be around \$15.48 per square foot. This includes all other expenses.

Commissioner Flynn suggested a Board meeting be held at the new North Center facility when it is open.

Commissioner Flynn made a motion to approve the recommendation 1 through 6 in their entirety. Supported by Mary George. Motion carried.

7. Report on Information Items

- Update on State Allocation Process

Mr. Taylor reported on the State Allocation Process.

- Recommendation to Receive and File AAA 1-B Monitoring Reports

Denise Amenta made a motion to receive and file the AAA 1-B Monitoring Reports. Supported by Dorothy Upshaw. Motion carried.

Program Planning & Evaluation Committee Report

1. Recommendation to Receive and File Component Reports

Ms. George distributed the Senior Nutrition Component Report.

Dorothy Upshaw made a motion to receive and file the Program Component reports. Supported by Linda Girolamo. Motion carried.

2. Recommendation to Receive and File Progress Report on Results Oriented Management & Accountability (ROMA) FY 2006 Second Quarter Results

Dorothy Upshaw made a motion to receive and file the progress report on Results Oriented Management and Accountability (ROMA) FY 2006 second quarter results. Supported by Commissioner Flynn. Motion carried.

3. Head Start Policy Council Update

Ms. George reported on:

- Head Start evening events “Ladies & Little Learners” and “Male and Me”
- Priority List for children entering Head Start
- Review of the 2006 Assessment Report
- Dr. Barnard request for volunteers for Grant writing workshop
- The last Policy Council Meeting was held May 17, 2006. The next meeting will be held in September.
- Freedom Hill Round Up was held on June 7, 2006

4. Head Start Literacy Activities Update

Ms. George reported Maralyn McNally, Education/Collaboration Specialist presented a PowerPoint presentation on Head Start Literacy Activities.

5. Senior Nutrition Assessment Function Update

Ms. Benford presented the Senior Nutrition Assessment Function update. Ms. Benford reported that there have been 5 Client Assessors hired. Each Assessor has been assigned a region to maintain. Ms. Benford reported that there will be 5,000 assessments completed annually.

Budget Committee Report

1. Recommendation to Receive and File Budget Summary Report

2. Recommendation to Receive and File Special Assistance Grants Progress Report
3. Recommendation to Receive and File Cash Donations Progress Report
4. Recommendation to Receive and File Financial Detail Weatherization Program Report
5. Recommendation to Receive and File Financial Detail Senior Nutrition Program Report

Commissioner Flynn made a motion to receive and file the Budget Committee's recommendations 1 through 5. Supported by Mary George. Motion carried.

6. Review and Approve Revised Financial Procedures Manual

Dorothy Upshaw made a motion to approve the revised Financial Procedure Manual. Supported by Commissioner Slinde. Motion carried.

IX. New Business

1. Recommendation to Approve the Weatherization & Client Education Grant with Michigan Community Action Agency Association

Ms. Solomon presented the Weatherization and Client Education Grant.

Commissioner Slinde made a motion to approve the Weatherization and Client Education Grant with MCAAA. Supported by Dorothy Upshaw. Motion carried.

2. Recommendation to Approve Energy Assistance Grant with Michigan Community Action Agency Association

Ms. Solomon presented the Energy Assistance Grant.

Commissioner Slinde made a motion to approve the Energy Assistance Grant with MCAAA. Supported by Commissioner Flynn. Motion carried.

3. Recommendation to approve MI Enrolls Extension Funds with Michigan Community Action Agency Association

Ms. Solomon presented the MI Enrolls Extension Funds. Ms. Solomon stated she will be receiving the new contract or a one month extension of the contract by the end of the week.

Dorothy Upshaw made a motion to approve the MI Enrolls Extension Funds with MCAAA. Supported by John Bierbusse. Motion carried.

4. Recommendation to Approve the Submission of the Area Agency on Aging 1-B Plan To Operate the Senior Citizens Nutrition Program During Fiscal Year 2007

Ms. Benford presented the plan to operate the Senior Citizens Nutrition Program during fiscal year 2007.

John Bierbusse made a motion to approve the submission of the Area Agency on Aging 1-B Plan to operate the Senior Nutrition Program during fiscal year 2007. Supported by Dorothy Upshaw. Motion carried.

5. Recommendation to Approve the Submission of the Area Agency on Aging 1-B Plan To Operate the Chore Program During Fiscal Year 2007

Ms. Solomon presented the plan to operate the Chore Program during Fiscal Year 2007. Ms. Solomon stated she would have the income guidelines for the Chore Program at the next meeting.

Dorothy Upshaw made a motion to approve the submission of the Area Agency on Aging 1-B Plan to operate the Chore Program during fiscal year 2007. Supported by John Bierbusse. Motion carried.

6. Recommendation to Approve the Submission of the Area Agency on Aging 1-B Plan To Operate the Home Injury Control Program During Fiscal Year 2007

Ms. Solomon presented the plan to operate the Home Injury Control Program during fiscal year 2007.

Commissioner Slinde made a motion to approve the submission of the Area Agency on Aging 1-B Plan to operate the Home Injury Control Program during fiscal year 2007. Supported by Dorothy Upshaw. Motion carried.

7. Recommendation to Approve the Submission of the 2006 Head Start Supplemental Grant

Dr. Barnard presented the 2006 Head Start Supplemental Grant.

Questions followed the presentation.

Denise Amenta made a motion to approve the submission of the 2006 Head Start Supplemental Grant. Supported by Dorothy Upshaw. Motion carried.

8. Recommendation to Receive and File AAA 1-B Chore and Home Injury Control Monitoring Reports

Denise Amenta made a motion to receive and file the AAA 1-B Chore and Home Injury Control Monitoring reports. Supported by Commissioner Slinde. Motion carried.

X. Director's Report

Mr. Taylor presented information on the move of the Central Action Center. The Center will be moving to 18 Market Street in Mt. Clemens.

XI. Announcements/Information Sharing

Commissioner Flynn inquired about the posting of the Homeless Coordinator's position. Mr. Taylor stated he is working with Human Resources on the posting.

Chair Bordo welcomed Dorothy Upshaw back after her illness.

Denise Amenta reported on the new warming center for the homeless. The Ray of Hope is located at 176 North Gratiot in Mt. Clemens. Hours of operation are 9:00 am to 4:00 pm. There will be an Open House on June 26, 2006 from 4:00 pm till 7:00 pm.

Ms. McKinney thanked Joseph Cooke and Debi Howell for their presentation that they gave at the Michigan Rehabilitation Services on 12 Mile Road in Warren.

Commissioner Slinde announced the Older American Festival will be held June 21, 2006. The Festival will be held at Freedom Hill County Park.

XII. Schedule Next Meeting – Full Board – October 10, 2006 at MISD

XIII. Adjournment

John Bierbusse made a motion to adjourn. Supported by Dorothy Upshaw. Motion carried. The meeting adjourned at 1:20 p.m.

Respectfully submitted,

Holly Ehrke, Secretary
Macomb County Community Services Agency